



CITY OF POCATELLO CLASSIFICATION SPECIFICATION

WPC Wastewater Treatment Operator

Department: Water Pollution Control Reports to: WPC Operations Supervisor Pay Grade: H07
Date Established: 3/2014 Date Revised: 03/2022 FLSA Status: Non-Exempt

CLASSIFICATION SUMMARY

The WPC Wastewater Treatment Operator is responsible for critical operational processes that ensure water quality standards are met to protect the environment and public health. The position uses knowledge of wastewater systems and processes, the analysis and interpretation of data and sampling, and enhanced training in equipment and instrumentation to ensure the qualitative function of all treatment facility processes and operation. The position is directly responsible in ensuring the facility effluent meets federal, state, and other applicable discharge and environmental permit standards. This position participates in community education by conducting facility tours; and also performs tasks and duties associated with the facility's federally regulated Biosolids Management Program.

The position requires a State of Idaho Wastewater Treatment Operator Class I License and a Class A Commercial Driver's License (CDL) with tanker endorsement, or the ability to obtain required licensure within specified time periods. The job requires specialized on-the-job training and continuing education in the wastewater treatment field, including areas of biological processes, chemical precipitation, mathematics, and wastewater treatment equipment and technologies. Work is performed under general oversight and requires some independent judgment and initiative. The job requires the ability to maintain a collaborative and cooperative working relationship with other City employees, elected and appointed officials, other organizations, and the general public.

This position holds operational responsibility for ensuring procedures are performed safely and in compliance with local, state, and federal regulations and laws. The job requires comprehensive knowledge of the operation, maintenance, and repair of the City wastewater treatment system. Error, omission, or negligence in the performance of crews could have serious consequences to public safety and the environment, and could lead to potential legal and financial liability due to non-compliance with federal and state requirements.

The work environment includes a wastewater treatment facility that may include protected exposure to infectious bacteria, bodily fluids, hazardous chemicals and gases, wastewater treatment equipment, noisy and/or loud equipment, working in adverse weather conditions and hazards involving the use of power tools and equipment which subjects the employee to mechanical and electrical hazards. The job requires operating vehicles, including a truck and tanker trailer, and other light to heavy equipment or vehicles, and the ability to drive for long periods of time.

The job is an on-call position, providing immediate response to troubleshoot and resolve emergency situations. The position is required to work a rotating 7-day period during which the employee assumes first response on-call duties. The position is also called upon to work extended shifts during periods of biosolids land application. The job requires the ability to work day and/or night shifts, weekends and holidays during designated periods. Employees designated as immediate response personnel must live thirty (30) minutes or less from their usual daily work site.

ESSENTIAL DUTIES AND RESPONSIBILITIES *(illustrative only and may vary by assignment)*

Under general supervision, ensures the wastewater treatment facility meets federal, state, and other applicable discharge and environmental permit standards.

Operates and adjusts complex industrial equipment and processes utilized in advanced wastewater treatment and nutrient recovery systems. Routinely inspects facilities and equipment utilizing direct observation and manually adjusts equipment. Utilizes complex automated computer control systems to remotely monitor and adjust equipment and process. Reviews historical data to identify trends and optimize processes. Evaluates and responds to alarm conditions and initiates corrective action as needed to ensure safe and effective operation.

Operates computer and supervisory control and data acquisition (SCADA) systems, and performs data analysis, instrumentation calibration, as well as the collection and preparation of facility samples for laboratory testing. Analyzes, interprets and calibrates treatment equipment and monitoring devices.

Monitors treatment processes, collects samples for lab testing, and collects and records operation, treatment, and sampling data. Assists in various other types of off-site monitoring and sampling required by the Department of Environmental Quality (DEQ) and Environmental Protection Agency (EPA), such as river, soil, and well sampling.

Analyzes and interprets sampling data and process trends and makes necessary adjustments to treatment equipment and processes to ensure compliance with regulatory standards.

Inspects and performs essential diagnostics and exchange or maintenance of wastewater treatment systems and equipment, including but not limited to boilers, pumps, compressors, generators, motors, manual and automated valves, and ultraviolet (UV) components.

Routinely assigned to empty basins and channels to clean and inspect the integrity of the structure and submersible equipment and implements. Performs necessary maintenance and repairs.

Ensures the safe transportation of biosolids from the wastewater treatment facilities to the land application site in compliance with biosolids management federal regulations. Operates a semi-tractor trailer in rural and urban settings to transport and apply biosolids and other materials as required. Works extended and variable shifts over longer durations to ensure land application is completed within a narrow timeframe.

Performs visual safety inspections of vehicles, checks fluid levels and tire pressure and performs daily pre-trip inspections on semi-tractor and trailer. Performs preventive maintenance and cleans vehicles and trailers as scheduled or required.

Collects, records and reports waste hauler septage waste disposal data.

Attends and completes assigned training as required to ensure compliance with city policy, state and federal regulation, and maintain professional licensing and certification.

Maintains a safe, clean and orderly work environment and monitors site security.

Provides education to the public by effectively communicating the benefits and processes involved in water reclamation and treatment during facility tours, school presentations, and various outreach events. Responds to public inquiries.

May assist in conducting pretreatment inspections of restaurants and industrial users.

Performs other duties as assigned. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this position at any time.

Performs all work duties and activities in accordance with City policies, procedures, and safety practices.

CLASSIFICATION REQUIREMENTS

The requirements listed below are representative of the minimum knowledge, skill, and/or ability required for an individual to satisfactorily perform each essential duty and be successful in the position.

Knowledge of:

- Methods, techniques, and objectives of operation of wastewater treatment equipment, including pumps, compressors, generators, motors, valves, UV components, and related systems to meet federal, state, and other applicable discharge and environmental standards;
- Methods, techniques, and objectives of collecting and preparing facility samples for laboratory testing;
- Methods, techniques, and objectives of equipment operation and calibration;
- Arithmetic, algebra, geometry, statistics, and their applications;
- A general understanding of biology/microbiology; such as microorganisms, organic oxidization and the nitrogen cycle;
- Laboratory equipment, acidic and alkaline solutions, and standardized laboratory procedures;
- Fluid dynamics, gas dynamics, and an understanding of other basic physics concepts;
- Chemical uses, chemical dosage rates, and the procedures and safe practices associated with chemical storage and use;
- Data collection and recording methods, techniques, and objectives;
- Corrective maintenance methods and techniques for equipment and vehicles;
- General construction trades including plumbing, carpentry, painting, electrical, mechanical, and related skills;
- State, local, and other applicable building, safety, and health codes and regulations;
- Federal regulations and City policies regarding safe work practices relating to use of equipment and power tools;
- Operation of a personal computer, instrumentation and process monitoring equipment, and job-related software applications.

Skill and Ability to:

- Operate wastewater treatment equipment, systems, and processes to meet federal, state, and other applicable discharge and environmental standards;
- Obtain and comply with annual continuing education for license requirements and renewal;
- Learn new and changing technologies and process advancements in the field of wastewater treatment;
- Maintain, monitor, and calibrate wastewater treatment equipment, instruments, and processes;
- Collect and prepare facility samples and follow established quality assurance protocols;
- Accurately collect, analyze and record treatment data;
- Evaluate and troubleshoot complex issues, equipment, and systems;
- Think critically to formulate effective ideas and implement solutions;
- Adjust treatment equipment and systems to ensure compliance with regulatory standards;
- Exchange equipment, such as pumps, compressors, generators, motors, valves and UV components, when necessary to ensure optimal operation of treatment systems;
- Operate hand tools, power tools, and light to heavy equipment;
- Operate a motor vehicle, including a semi-truck and trailer;
- Operate a personal computer and various software programs;
- Navigate and utilize a Supervisory Control and Data Acquisition (SCADA) system;
- Read and interpret technical manuals, blueprints, standard operating procedures (SOPs) and diagrams;
- Maintain accurate maintenance records, logs, and documentation;
- Maintain a professional and ethical demeanor at all times;
- Maintain prompt and regular attendance;
- Communicate effectively in the English language at a level necessary for efficient job performance;
- Complete assignments in a timely fashion; understand and comply with all rules, policies and regulations;
- Perform all duties in accordance with City policies and procedures with regard for personal safety and that of other employees and the public.

ACCEPTABLE EXPERIENCE, TRAINING, LICENSES AND/OR LICENSSES

- High school diploma or GED; and
- State of Idaho Wastewater Treatment Class I License or the ability to obtain the license within a specified time period required*;
- State of Idaho Class A Commercial Driver's License (CDL) with tanker endorsement or the ability to obtain the license within a specified time period required*.

An equivalent combination of education and experience that provides the required skills, knowledge and abilities to successfully perform the essential functions of the position may be considered.

PHYSICAL REQUIREMENTS

While performing the duties of this classification, the employee is frequently required to stand, walk, sit, stoop, kneel, bend, crouch, crawl, reach, grasp, climb, balance, and work in confined spaces. The job requires hand/finger dexterity to keyboard or type, handle materials, manipulate tools, and reach with hands and arms. The job requires operation of job-related equipment and driving a vehicle. The ability to drive for long periods of time, up to 12-hour shifts, is required. The employee must frequently lift/carry and push/pull up to 50 pounds. Work includes sensory ability to talk, hear, smell and touch. Work in this position also includes close vision, distance vision, peripheral vision and depth perception. The position must have the ability to interact with the public. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

***Hiring Note:**

The WPC Operator position requires a Class A CDL with endorsements within six (6) months of hire date; and a Class I Wastewater Treatment License within eighteen (18) months of hire. Failure to acquire this certification by the established date will violate the terms of the position and will result in layoff from the position.